



**DEPARTMENT OF PERSONNEL**

209 E. Musser Street, Room 101  
Carson City, Nevada 89701-4204  
(775) 684-0150  
[www.state.nv.us/personnel/](http://www.state.nv.us/personnel/)

**MEMO PERD #25/03**

July 31, 2003

TO: Department Directors  
FROM: Jeanne Greene, Director  
Department of Personnel  
SUBJECT: REVISED EMPLOYEE HANDBOOK

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The *State of Nevada Employee Handbook* has recently been revised and republished. It is designed to provide general information and answer commonly asked questions that State employees may have. It is particularly useful in acquainting newly hired State employees with State service.

Please distribute a copy of the handbook to each of your employees. This publication is also available on the Department of Personnel's website at [www.dop.nv.gov](http://www.dop.nv.gov).

Thank you for your assistance. If you have any questions regarding the number of copies received, please contact Connie Buda at (775) 684-0119. If you have questions or comments regarding the content of the handbook, please contact Shelley Blotter at (775) 684-0111.

JG:sb/sq

Enclosure

cc: Agency Personnel Liaisons  
Agency Personnel Representatives